

SCVSP Student Contact and Drop Policy

Only through continuous communication and consistent work can students be successful in an online course. Within each course, the instructor outlines the weekly minimum work requirements in the Pacing Guide. It is essential that the student and instructor maintain regular contact and submit assignments on time.

Please note that when taking an online class, the student is responsible for maintaining consistent and reliable computer access. Our courses are accessible from any computer with high-speed internet access, and computer/internet problems will not be accepted as reasons for delays in meeting deadlines.

Students who do not submit assignments at a satisfactory pace and/or who do not respond to communications from teachers will be removed from SCVSP classes.

During the first ten school days of a course (Monday-Friday), students who are removed from courses will be withdrawn "No Grade" by the teacher. Receiving a "Withdrawn No Grade" does not carry any penalty to the student's GPA. Students will be notified by the VSA messaging system and/or an automated telephone call that they are at risk of being dropped from the SCVSP course with no grade. It is vitally important that students frequently check their VSA messages by logging into their SCVSP accounts.

After the first ten school days of their enrollment in a course, students who do not work at a satisfactory pace will be withdrawn by the teacher. This withdrawal is a grade of "Withdrawn Failing" and can be counted as a failing grade in the student's GPA. The following steps will be taken before a student is Withdrawn Failing:

1. Students will be notified in VSA that they have missed assignment deadlines.
2. If the student does not submit required assignments within two business days of the date the VSA message was sent, the teacher will issue a No Contact Letter in VSA. The student has two business days from the issuing of the No Contact Letter to contact the instructor and submit required assignments.
3. If the student does not respond to the No Contact Letter by submitting assignments and contacting the teacher, the teacher will make one attempt to reach the student at the primary telephone number listed in the VSA system.
4. If the student does not respond by contacting the teacher and submitting assignments within two business days, the student will be Withdrawn Failing from the course.